

## **MINUTES OF THE C-WIB YOUTH COUNCIL**

August 22, 2012

The Youth Council meeting was cancelled due to no quorum.

## MINUTES OF THE C-WIB EXECUTIVE COMMITTEE

August 22, 2012

Chairman Jim Dickerson called the Executive Committee to order at 11:19 a.m.

Executive Committee members present were Jim Dickerson, T.R. Dudley, Harold Haldiman, Earl Horsefield, Janet Kinnett, Nancy Montgomery, Vicki Nelson, Tina Sooter. In order to establish a quorum John Vaughn and Patrick Kelly were appointed to serve as alternates for this meeting today.

Also in attendance were C-WIB members Earl Brown, Sharon Gibson, John Vaughn, and Patrick Kelly.

C-WIB staff in attendance included Jan Vaughn, Alex Blackwell, and Jacque Moreland.

Jim D. reported Linda Gray is not attending today's meeting as her mother passed away. Trish Rogers is not attending today's meeting as her mother has stage 3 breast cancer. Joyce Davis is not attending today's meeting as she received national certification and is in New York City.

Other attendees included Paula Curtman of Lake of the Ozarks Employment Services (LOES). Amy Heyer (COPIC), Deanne Stubblefield and Brooke Eskridge (CMCA).

### **NEG Disaster Grant**

Paula Curtman gave an update on Miller County. Currently there are still two crews working on cleaning up debris on the roads. There is a total of eleven people employed on the crews. The workers are doing a good job, and things are going smoothly. We recently did worksite monitoring and there were no problems.

Jim D. reported that the commissioners of Washington and Miller County said they were very proud of the projects.

### **State and Local Plan**

Jim D. reported the State and Local Plan has been extended through January 15, 2013, and he is glad it has been extended. He asked Jan to make some comments on the planning process.

Jan reported that currently Alex B. and Joe H. from our staff are working on our plan. We have some changes and additions that we have to address this time around that wasn't in the old plan.

- Conflict of interest policy for WIB and contracted staff; We are going to be looking at the conflict of interest statement. In the DOL monitoring report they seemed to think that we never had the conflict of interest form, which we did but they just never asked us for it. When we respond to the DOL we will show where we have the signed conflict of interest statements. Jan explained that we not only have it for the board members but also for the staff. The conflict of interest language will be added into the plan.

- Sub-state monitoring plan; On the sub-state monitoring plan, we have had a system in place for a long time. We are not sure what the DOL is wanting that is different, but we will be taking a look at that.
- Strategies for increasing NCRCs and inclusion of the WIB MOU with community college(s); This is something new that the state is wanting us to include the MOU's of the community colleges which is different from our MO Health WINS MOU. Now we will have two different MOU's with the community colleges. This will take a little while to work up.
- Coordination of business services, including collaboration with the Career Center Jobs Teams; Coordination of business services including collaboration with the career centers jobs team. We have a jobs team and business team that is becoming more active than in the past, but we have more information on how to develop that now.
- Strategies for promoting and increasing enrollments in Work Ready Missouri program; Strategies for promoting and increasing enrollment in Work Ready Missouri programs. Even though we have been doing that we haven't had language in our plan to suit them, so they want to see more there.
- Strategies for promoting Show-Me Heroes and OJT to employers; Strategies for promoting the Show Me Heroes and On-The-Job Training (OJT) to employers. This has been in our plan but they are wanting more in-depth planning and how we are going to accomplish it. The Show Me Heroes program is relatively new and that was a change from a program that we had had prior to this program. The OJT program has been around for a long time. This administration is very much in tune with OJT's. We went for a very long time and they wanted nothing to do with OJT's, and now they have come back and are wanting the OJT's. Under the Jobs Training Partnership Act program we did a lot of OJT's. Then they came in with the Workforce Investment Act and they wanted none, now this administration wants the OJT's again.
- Utilizing the "It's All About You" materials and philosophy to serve UI claimants; we have a lot of material and will be distributing more of that information at the next meeting.
- Strategies for promoting and participating in the Certified Work Ready Communities initiative; This initiative is relatively new. We have had the NCRC for individuals and now we are going down to the community level. At the Governor's conference this year, which is in September, we will be hearing from the Governor who is going to be pushing this strongly, in fact this is one of the Division of Workforce Developments higher priorities in getting communities engaged. Also asking for employers to ask for the NCRC to hire people who qualify for the jobs they have open. It is getting all of the community involved in supporting the NCRC.
- Coordination of the MoHealthWINS initiative and inclusion of the WIB MOU with the community colleges; We have been working on our MOUs with community colleges and have a little feedback from some of our colleges that really don't like our MOU because we had to include that we are in this Gold Standard study, and they have an aversion to that but we can't help that. We've tried to explain that this is out of our control, that is why ours is so different that any other region in Missouri. Some people are finally coming on board in understanding that but they would really prefer to use a real simplified "send the people over and we will put them in" type of program.
- Statement of Assurances Certification. We do that with our RFP's and our Bids so now we will be including it with our plan, and if there is anything else like any planning from the boards perspective, Jim will lead that effort or get in contact with us.

These new plans will be due January 15, 2013. We have had an extended deadline. At the same time the board recertification's' will be due on January 15, 2013.

## **Youth Council Report**

There is no Youth Council report as the meeting was cancelled due to no quorum.

## **RFP's Update NGCC/Evaluations**

Jim D. gave an RFP update. We have to give 30 days for people to come back. The bids are due by noon on August 27, 2012. Jim D. and a 3 member evaluation committee to go over those bids. The members of the evaluation committee is Earl Horsefield, Janet Kinnett, and David Miller. At this point in time we have no idea how many bids we will receive. Jim D. has asked the evaluation committee to meet on Tuesday and maybe Wednesday, August 28-29th, to go over the bids.

Jim D. stated that currently the state is wanting us to have it implemented by September 1, 2012. We need to talk about this, we can delegate the awards by the evaluation committee. In my opinion we could have an executive committee conference call or designate a committee to award the bids. Whatever everyone prefers. I am not leaning one way or another.

Furthermore, the fact is if somebody gets a bid, who is not currently a contractor, I don't think there is no way they can be in operation by September 1. They would have to hire staff and be in operation by September 1. Jim D. said if this happens he will have to settle this with Julie Gibson, and go from there. Jim D. asked the executive committee how they all wanted to handle it? By executive committee conference call or try and get together?

Nancy M. stated she thought it would be hard to get a committee conference call arranged. I take the first option. A lot of the items were formerly included in the staff evaluations. Jim D. stated we are going to ask Jan to designate Jacque Moreland and two more staff people to provide input to the evaluation committee on the proposals to give the committee as much time as possible after the bids are opened after noon on Monday. We will get the bid out to the committee members electronically in order to give them enough time to review them.

Jim D. stated we do need a motion on that Nancy, on delegating power to the evaluation committee to make the award.

Earl H. asked if we have an alternative in case one of the committee members does not show up? Jim D. stated you still have a quorum of the committee, but David already told me he could be there. David M. along with Joyce Davis are in New York City right now, but I am assured he could be there.

Jim D. asked if there were a motion? Nancy M. made the motion to allow the evaluation committee to make the decision to award the new PY12 contracts. T.R. Dudley seconded the motion. Motion carried.

## **LWIB Membership Recertification**

Jim D. stated as Jan announced earlier, the state has extended the deadline for the local WIB recertification process. Jim D. has reviewed all of the materials of Linda who has been working on the recertification process. If you have read the DWD issuance and DOL report, the DOL called some board members, apparently they have gotten confused and talked with some private sector members indicating they are retired, and if you read that report that is not going to be allowed. I am going to be talking about that later today. Private sector members must be involved in making policy making decisions, hiring and firing. We are going to have trouble with the state trying to get people who say they are retired recertified.

We have had two private sector positions vacant for a year, Moniteau and Osage Counties. In both cases when we did the last certification, we felt like we thought we had people identified to serve but they backed out or never served. My discussion with the commissioners as I've discussed previously with them, our current bylaws call for two members from each county plus three at-large positions. If we have counties who cannot fill their positions we are going to need to have an alternative method for filling positions on the board. We can't have the long term vacancies. In counties where they can't fill their positions we will have to go to a regional appointment or make it to where counties can have more than two slots because they are being much more stringent on appointments.

### **Monthly Reports**

Mr. Dickerson asked if there were any questions regarding the monthly reports. There were no questions or concerns.

Alex explained the DOL/GSE report.

Earl Horsefield asked Alex B. about the delayed WIA program exits concern mentioned on the DOL monitoring report. Alex stated we had just received that report this morning and from what little conversation she has had with DWD, this seems to be a statewide problem.

Jim D. stated that part of the problem is that we have to provide services every 90 days or they automatically exit. Discussion was held on the DOL report that was handed out at the meeting.

Jim D. wanted to talk about where we are in our discussion on the pay raise. The special committee has met twice and had established their recommendation rate of between 2%-4%. At the time no discussion was made of Jan as she had not received an evaluation from me. I have completed that and Jan has sent me her response. This is for information only it is not up for debate.

Nancy M. stated this is just for information as this is my first time in doing this and I just want to make sure it looks right and you understand it before I present it to the full board. I've never written anything like this before. I took the information from the minutes and compiled that so everyone will really understand everything. Then I went through Jacque's spreadsheet, which was wonderful, then I put in the percentages for the raises, that we suggest. I just want to make sure this is clear. I don't want to present something to the board that is not clear.

John Vaughn thought we had the discussion that we were going to do away with the AFLAC that has been in effect for 3 years?

Jim D. stated that is still part of the discussion of the committee's recommendation.

Nancy M. stated we were commissioned to talk about the raises, then during that committee meeting the chairperson authorized we discuss these other things. So that is why I wanted to make sure that everybody knew these were going to be brought to light at the full board meeting. I want to make sure that the wording is right.

John Vaughn clarified "this will go to the budget committee"? Nancy M. said yes, this will go to the budget committee, that is why I want to make sure it is clear.

Jim D. stated that when it goes to the budget committee the budget committee needs to understand their function is just to determine if they think the funding is available, then the budget committee presents to the full board for vote. The budget committee may not agree with the special committee's recommendations, and he does not want to see a debate in the budget committee, then a debate in full board.

Nancy M. asked if there were any questions or comments, or if she needed to make any changes?

Vicki Nelson asked if we were to debate now or later? Jim D. stated we are just to agree on wording only so they understand.

Jim D. stated there is nothing new to report. We will be working on the DOL monitoring response and will be on a tight deadline the next couple of weeks.

Janet Kinnett made a motion to adjourn the meeting, and there were no objections; the Executive Committee adjourned at 11:50 p.m.